



Board of Director's Meeting -- Tuesday, August 21, 2012 -- 2:30 PM

Florence Douglas Senior Center
333 Amador Street, Vallejo, CA 94590

The Area Agency on Aging Serving Napa and Solano does not discriminate against persons with disabilities and meetings of the Advisory Council are held in accessible facilities. If you wish to attend this meeting and you will require assistance in order to participate, please call the Area Agency on Aging office at 707-644-6612 at least 24 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection at the office of the Area Agency on Aging Serving Napa and Solano, 400 Contra Costa Street, Vallejo, during normal business hours.

AGENDA

Donald Bond, Presiding

2:30 PM Call to order / Quorum check / Sign-in / Introduction of Guests

Public Comment Period (10 minutes) *Please limit to 2 minutes for each speaker, and limit your comments within the subject matter jurisdiction of the Area Agency on Aging Board of Directors. The Board will hear public comments for up to ten minutes. Any additional public comments will be heard at the conclusion of the meeting. Items from the public will be taken under consideration without discussion by the Board and may be referred to staff. Time limits and subject matter guidelines are to ensure that the Board may complete its agenda in a timely manner.*

Regular Business

1. Review / Amend / Approve Agenda for August 21, 2012 meeting.
2. Review / Amend / Approve Minutes of July 17, 2012 meeting (copy attached).
3. Finance/Treasurer's Report: Doug Hanson, CFO, Marty Kuehneman, Treasurer
 - a) FY 2011-2012 Statement of Support, Revenue and Expenses (copy enclosed). Recommended Action to accept report.
 - b) July 2012 Financial report (copy to be distributed). Recommended Action: to accept reports.
 - c) Appointment of Independent Auditor. We have an engagement letter that requires the signature of a Board Officer. Recommended Action to appoint Grant Bennett Associates as auditors for Fiscal Year ended June 30, 2012.

4. Advisory Council Report and Recommendations: The Advisory Council did not meet in August.
5. Committee Reports:
 - a) Executive Committee – may report on any activity, and designate liaison to September 6 Advisory Council meeting at Florence Douglas Senior Center in Vallejo.
 - b) Membership Committee –
 - 1) Members may discuss efforts to fill remaining vacancies on the Board of Directors: Solano District 2 and one (1) “at large”, Napa Districts, 3, 4, 5 and one (1) “at large” positions. The Administrative support technician for Napa County Executive Office has posted these vacancies.
Recommended action: Members may vote to extend terms of “at large” members, Edwin Warren, Rev. Dr. A.C. “Tony” Ubalde, and James McCully, and also to accept any new applications for any Supervisorial nominees or “at large” positions.
 - c) Fundraising Committee -- Rev. Tony Ubalde will report on plans for the next benefit variety show in February 2013
6. Executive Director Leanne Martinsen, Executive Director will present a report on recent AAA Activity.

Old Business:

1. Schedule for Building addition.

Tabled Business:

1. None.

New Business:

1. Members may vote on scheduling Board meeting locations for the current fiscal year.

Executive (closed) session to discuss personnel matter, if needed.

Information Items: For discussion

1. Schedule of Events (Copy attached).

Roundtable / Announcements (2 minutes, please). Comments by Board Members

Adjournment.

Next meeting, September 18, 2012 at Veterans Home of California, Room 210 - Member Service Center , Yountville.